

CITY OF UNION, OREGON



City of Victorian Heritage

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Home of Buffalo Peak Championship Golf Course

RECORDS REQUEST

NAME:	DATE:
MAILING ADDRESS:	
STREET ADDRESS:	PHONE:
E-MAIL ADDRESS:	

INFORMATION REQUESTED	No. of pages	Cost
Hours of Research:	By:	
	Total Cost:	

NOTE: RES.2011-16 adopted 7/11/11, set fees to be charged by the City for any written records supplied to the public. Those fees are:

- A minimum fee of \$6 shall be paid by the requestor prior to all records request.
- A fee, of twenty-five cents per page, for all written document requests.
- Time spent over 15 minutes summarizing, compiling or tailoring, a fee of \$24 an hour will be charged to the requestor. If the City Attorney has to inspect the records request actual cost will be paid by the requestor.

Please Note: Public records are maintained in various locations and some records may contain private or sensitive information that requires additional review and possible redaction. Additional time may be needed to process requests involving these types of records and an estimated time frame will be communicated to the requestor.

The above fees were established in accordance with ORS 192.440, Sec. 3.